



ARIZONA CORPORATION COMMISSION  
CORPORATIONS DIVISION

**GENERAL FILING INSTRUCTIONS**  
**ARTICLES OF AMENDMENT FOR CERTIFICATE OF DESIGNATION**  
**FOR BUSINESS CORPORATION**  
Pursuant to A.R.S. §10-602

**Instructions:**

1. This form should be used before the issuance of any class or series of shares of stock.
2. Before issuing any shares of a class or series created under A.R.S. §10-602, the corporation shall deliver to the commission for filing a statement entitled “**statement pursuant to A.R.S. §10-602**”, which **constitutes an amendment** to the Articles of Incorporation.
3. Deliver the completed original Certificate of Designation and one (1) or more exact copies to the Commission accompanied by the text of the resolution determining the terms of the class or the series of shares and the \$25.00 (U.S.) filing fee. Expedited service is available for an additional \$35.00. Please make check payable to the Arizona Corporation Commission.
4. Within 60 days after the Commission has approved the filing, you must publish the Articles of Amendment/Certificate of Designation in a newspaper of general circulation in the county of the known place of business in Arizona, for three (3) consecutive publications. **DO NOT PUBLISH UNTIL THE COMMISSION APPROVES THE FILING.** A list of acceptable newspapers in each county will accompany the approval letter and is posted on the Commission web site at: [www.azcc.gov/Divisions/Corporations](http://www.azcc.gov/Divisions/Corporations). The corporation may be subject to dissolution if it fails to publish. Filing an affidavit of publication is not necessary.

**Checklist for a Certificate of Designation:**

- ☐ Indicate the current, exact name of the corporation.
- ☐ Include the text of the resolution determining the terms of the class or series of shares.
- ☐ Attach a statement that the resolution was duly adopted by the board of directors.
- ☐ Indicate the date it was adopted.
- ☐ A duly authorized officer of the corporation must execute (sign) the Certificate of Designation statement.
- ☐ Pay the required fee of \$25.00. Expedited service is available for an additional \$35.00.
- ☐ Publication required.

**All documents filed with the Arizona Corporation Commission are public record.**  
**As such, all documents are open for public inspection.**

**ARTICLES OF AMENDMENT  
CERTIFICATE OF DESIGNATION**

Pursuant to A.R.S. § 10-602

1. The name of the corporation is:

\_\_\_\_\_

2. Attached hereto, as Exhibit A, is the text of the resolution determining the terms of the class or the series of shares.

3. The date the measure was adopted by the board of directors is \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## EXHIBIT A